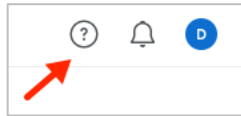


QUALTRICS TRAINING

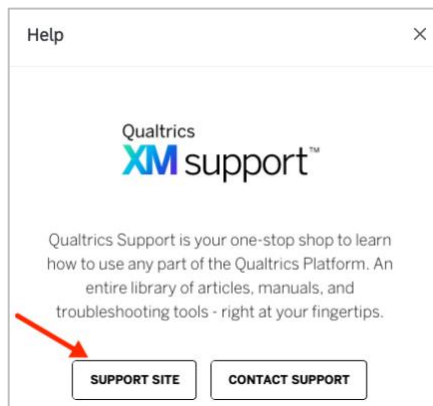
Qualtrics has a training site with access to on-demand and live training. This user guide will walk through the process of accessing this training.

Instructions

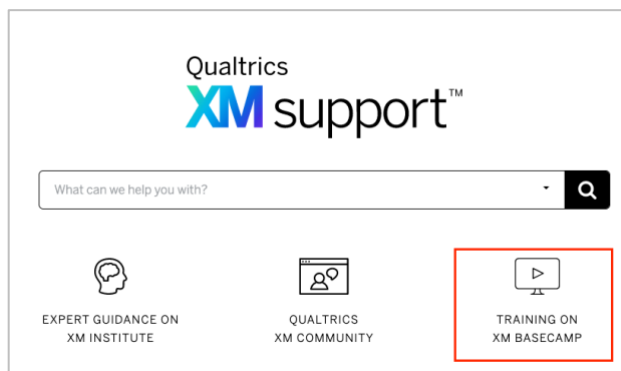
1. Access Qualtrics by **right clicking on the link below with your mouse** and choose “open link in a new window (or tab)” <https://jwu.qualtrics.com>
2. Click on **My organization’s single sign-on (SSO)**.
3. To access the training click on the **(?)** icon in the top right corner of the browser while on the Qualtrics site.



4. Click on **Support Site**.

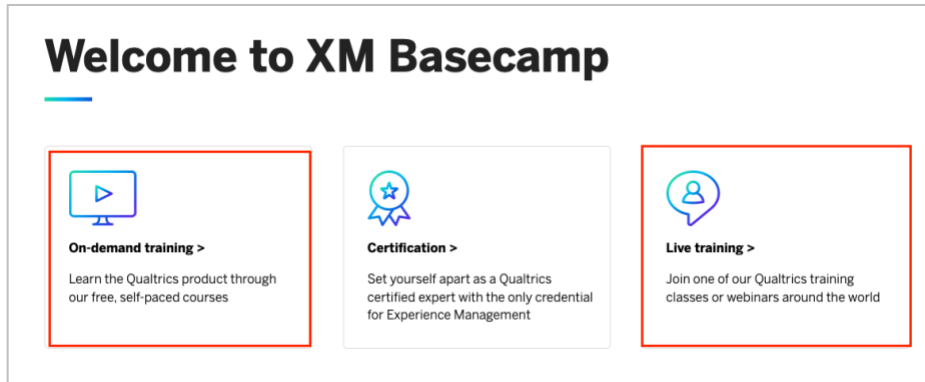


5. A new browser window or tab opens.
6. Click on **Training on XM BaseCamp**.



QUALTRICS TRAINING

7. Some options are presented. You can elect to access the library of [On-demand training](#) or sign up for [Live training](#).

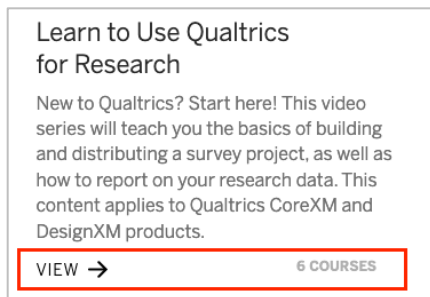


Welcome to XM Basecamp

- On-demand training >**
Learn the Qualtrics product through our free, self-paced courses
- Certification >**
Set yourself apart as a Qualtrics certified expert with the only credential for Experience Management
- Live training >**
Join one of our Qualtrics training classes or webinars around the world

On-demand Training

1. When you click on On-demand training you are presented with various modules or courses you can access. Click one that interests you.

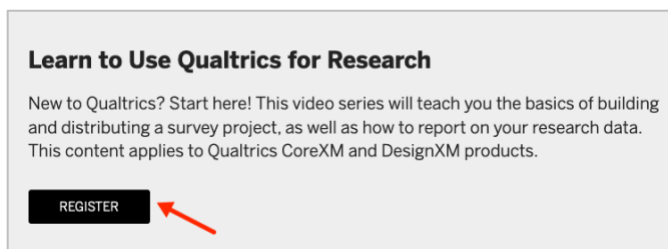


Learn to Use Qualtrics for Research

New to Qualtrics? Start here! This video series will teach you the basics of building and distributing a survey project, as well as how to report on your research data. This content applies to Qualtrics CoreXM and DesignXM products.

VIEW → 6 COURSES

2. Click **Register** to register for the training course.



Learn to Use Qualtrics for Research

New to Qualtrics? Start here! This video series will teach you the basics of building and distributing a survey project, as well as how to report on your research data. This content applies to Qualtrics CoreXM and DesignXM products.

REGISTER

Live Training

1. When you click on Live training you are presented with various upcoming trainings and/or webinars that you can register for. Click one that interests you.

Live Webinar - Best Practices in Visual Design and Usability

Learn how to improve the visual design and usability of your surveys for respondents.

VIEW → 60 MIN

2. Click **Register** to register for the Webinar.

Live Webinar - Best Practices in Visual Design and Usability

Learn how to improve the visual design and usability of your surveys for respondents.

REGISTER